

**Services and Activities Fee Committee
Minutes
October 14, 2015**

Called to order:

Nick Shuey called the meeting to order at 5:30 p.m.

Attendance:

Kathleen Barlow, Mat Brown, Joseph Bryant, John DeHan, Gary Epp, Jessica Evenson, Sarah Feeney, Richard Miller, Nick Shuey, Todd Shiver, Vene' Skyles, Patrick Stanton, Andrew Sullivan, Brittany Wold, and Zachary Zwiener.

Excused: Robert Lane

Agenda:

MOTION: John DeHan made a motion to approve the agenda as presented. Brittany Wold seconded. Motion carried.

Approval of Minutes:

MOTION: John DeHan made a motion to approve the Minutes of October 7, 2015. Jessica Evenson seconded. Motion carried.

Reports:

A. CHAIR - Nick Shuey recognized our new member Zachary Zwiener.

B. ADVISORS – Joseph Bryant reported that we received the final BFC approval for last year's supplemental funding requests.

Public Comment: None

Old Business: None

New Business:

A. Training:

Andrew Sullivan presented to the committee the following topics:

- 1) Funding Overview
- 2) Process / Sequence of events
- 3) Killian Outline

Handouts were provided with the FY16 Base Allocation amounts and Guidelines for Permissible Use of Services and Activity Fees.

B. Supplemental Funding Requests - Presentation:

i. #1601 – Student Employment / Human Resources (HR) \$7,226.50. HR is requesting support for the Wildcat Student Employment Leadership Program (WSELP). This is a demonstration project that is open to student employees that will enhance and add value to students' resumes, demonstrate to employers that students are job ready, and give them a competitive edge in the future. This program has five certification areas leadership, diversity, communication, work / life balance, and exemplary employee, each certification has three workshops.

Presented to the committee by Stacy Sleigh-Layman, Madia Martinez, and Katie Klien.

MOTION: Gary Epp made a motion to extend the allowed time of the presentation for an additional ten minutes. John DeHan seconded. Motion carried.

Questions: Where did the amount of \$930 for advertising come from? This was based on the cost of advertising last year in the observer and through the Publicity Center. You have had two workshops this month how well were they attended? There were about 45 to 50 students at each workshop. Are these open to only on-campus student employees? Yes – at this time, we would like to open it up to all students if this year is successful. There are 5 certification areas and each include 3 workshops, these can be completed over time throughout the student's time on campus, they do not need to be completed all in one year. Do you know what percentage of the student employees are being paid to attend these workshops? Not at this time the data is still out. How does this fit with Career Services and CLCE? They are all participating in the program it has been a collaborative effort. There are about 10 to 12 different presenters.

MOTION: Zachary Zwiener made a motion to extend the allowed time for questions for an additional ten minutes. Brittany Wold seconded. Motion carried.

Questions: Who is the guest speaker for \$500? Not determined yet. What is the length of the workshops? About an hour. Have you done any outreach to Alumni or Foundation for support? Yes, there has been talk about starting a Pilot Mentor Program. What is the largest workshop you can provide? How many students are allowed to sign up? That all depends on the room that the workshop is scheduled in.

C. Supplemental Budget for FY 16 – Voting:

MOTION: Todd Shiver made a motion to allocate the recommended amount of \$125,000 for the FY 16 Supplemental Budget. Zachary Zwiener seconded. Motion carried.

Discussion: What was the amount that was spent from last year's budget? About \$110,000. What happens to the left over? It is carried over to the next year.

Other Business-Communication Received: Joseph Bryant let the committee know that the Music Department has already turned in their annual report.

Public Comment: None

Adjournment:

MOTION: John DeHan made a motion to adjourn the meeting. Mat Brown seconded. Motion carried. Meeting adjourned at 6:30 PM.

Schedule of Next Meeting:

The next meeting is scheduled for Wednesday, October 21, 2015, in SURC 301 starting at 5:30 P.M.